

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD

ON THURSDAY, 15 DECEMBER 2022

0 Town Mayor (Cllr Faraday)
* Deputy Town Mayor (Cllr Duce)

* Councillor P Martin	* Councillor Steel
* Councillor Stubbs	* Councillor PMA Rivers
* Councillor Cosser	* Councillor PS Rivers
0 Councillor Welland	* Councillor Follows
* Councillor Adam	* Councillor Ashworth
* Councillor Boyle	* Councillor Crooks
* Councillor Heagin	* Councillor Hullah
0 Councillor Neill	* Councillor Williams
* Councillor Weightman	* Councillor Kiehl

* Present # Absent & No Apology Received 0 Apology for Absence L Late

399. MINUTES

The Minutes of the meeting of the Council held on 29 September 2022 were signed by the Mayor as a correct record.

400. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

401. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Adams declared an other registerable interest in Agenda Item 7 on the basis that he works for the Rivers Trust and remained in the Chamber when that agenda item was debated.

Councillor Heagin declared an other registerable interest in Agenda Item 15 on the basis that she is the Chair of Trustees at the Busbridge Village Hall who are an immediate neighbour of Busbridge Junior School and remained in the Chamber when that agenda item was debated.

Councillor Williams declared an other registerable interest in Agenda Item 15 on the basis that his next door neighbour is the Deputy Head of Broadwater School and remained in the Chamber when that agenda item was debated.

402. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 5.

403. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

404. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

A letter was received from the Local Government Boundary Commission which granted consent for the proposed changes to the parish electoral arrangements, namely the reduction from a proposed warding arrangement of 7 wards to the 5-ward structure proposed by Godalming Town Council and the reduction of the size of the Council from 20 to 18 Members.

Waverley Borough Council is now allowed to make an Order altering the electoral arrangements as provided for in section 86 of the Local Government and Public Involvement in Health Act 2007. It is expected that the new arrangements will be in place for the May 2023 elections.

Members wished to express their thanks to all involved at GTC and WBC in putting forward the case for Godalming to remain as a 5-ward electoral area.

405. WATER TESTING ON THE RIVER OCK BY NICOLA AVERY

Members received a presentation from Nicola Avery, Volunteer Water Ranger, Kat Kavanagh, Water Ranger, James Alvarez, and Alistair Young, Trustee of the River Wey Trust on water testing on the River Ock.

Members thanked the presenters for an informative presentation and expressed their support for their work.

406. COMMITTEE REPORTS

The reports of the following Committees setting out decisions taken pursuant to delegated powers were RECEIVED

Audit Committee

The Audit Committee resolved to recommend to Full Council an amendment to Financial Regulation 11.6ii. This recommendation is reported at Min No 410.

Policy & Management Committee

The Policy & Management Committee resolved to recommend to Full Council the revised estimates for 2022/23 and a 2023/24 draft budget. This recommendation is reported at Min No 412.

Environment & Planning Committee

The Environment & Planning Committee made one recommendation to Full Council regarding the award of Neighbourhood Community Infrastructure Levy to Busbridge Junior School. This recommendation is reported at Min No 413.

Staffing Committee

2022-23 National Salary Award

On the recommendation of the Staffing Committee, Full Council resolved to:

- a) Approve the NJC negotiated National Salary Award.
- b) Authorise that any settlement reached by the JNC that is equal to or less than that agreed by the NJC may, following consultation with the Chair of the Staffing Committee, be

signed off for payment by the Town Clerk without the matter first being brought to a scheduled or extraordinary meeting of the Full Council.

Members of the Staffing Committee noted that the National Joint Council for Local Government Services (NJC) agreed the new pay scales for 2022-23 to be implemented from 1 April 2022. The 2022-23 National Salary Award does not provide for a single across the board percentage increase, but rather provides for a £1 per hour increase across the board, this means that those on the lower pay scales receive the largest percentage increase. For GTC staff this provides a percentage increase range between 10.49% to 3.65%

Staffing Committee Members also noted that the pay award outlined above is only for those employed under NJC terms and conditions as set out in the 'Green Book' and that the Council's youth workers are employed under the terms and conditions governed by the JNC as set out in the 'Pink Book'.

As the JNC pay award for 2022/23 had not been settled before this meeting, and as the sign off of a pay award is a reserved matter for the Full Council, the Staffing Committee recommended to Full Council that Full Council approved the payment of any settlement agreed so long as the settlement is of an equal or lesser amount than that agreed by the NJC, noting that if the JNC proposes a settlement above that agreed by the NJC the matter must come before Full Council in order for payment of the award to be approved.

Appointment of Museum Curator

The Chair of the Staffing Committee informed Full Council that having considered all the applicants for the role, all of which were of a high calibre, and following interviews with the shortlisted candidates, Ms Rhiannon Jones was offered the position and will join the GTC staff team in January.

407. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The reports of the following committees setting out decisions taken pursuant to delegated powers were RECEIVED:

	Meetings Dated
Audit Committee	3 November 2022
Environment & Planning	29 September 2022 13 October 2022 3 November 2022 24 November 2022
Policy & Management Committee	13 October 2022 24 November 2022
Staffing Committee	17 November 2022

408. GODALMING JOINT BURIAL COMMITTEE

The report of the meeting of the Joint Burial Committee held on 3 November 2022 was noted.

409. INTERIM INTERNAL AUDIT

Members noted that the report from the Council's Internal Auditor, Mulberry & Co, on an interim internal audit conducted on 20 September 2022 for the 2022/23 financial year had no audit findings requiring the attention of this Council.

Members expressed their thanks to the Responsible Finance Officer for her work that resulted in this report.

Councillor Heagin also noted that the Responsible Finance Officer had been recognised for 25 years' service in her profession.

410. FINANCIAL REGULATIONS

Having completed a review of the Council's Financial Regulations, the Audit Committee recommended that Financial Regulation 11.6ii apply to the installation of Christmas Lights and that the wording be amended as follows:

for specialist services such as are provided by legal professionals acting in disputes and the installation of Christmas Lights

Members resolved to agree the amendment to Financial Regulation 11.6ii set out above.

411. SCHEDULE OF MEETINGS

Members resolved to approve the Schedule of Meetings for the Local Government year 2023/24.

412. REVISED ESTIMATES 2022/23 AND DRAFT BUDGET 2023/24

Members considered the report (attached to record minutes) from the Responsible Finance Officer.

A recorded vote was called on the following recommendations:

- a) Members to resolve to approve the revised estimates for the financial year 2022/23.

The above motion was carried, and Members resolved to accept the revised estimates for financial year 2022/23 with the recorded vote as follows:

For	Cllr Adam	For	Cllr Kiehl
For	Cllr Ashworth	For	Cllr PMA Rivers
For	Cllr Boyle	For	Cllr PS Rivers
Against	Cllr Cosser	For	Cllr Steel
For	Cllr Crooks	For	Cllr Stubbs
For	Cllr Duce	For	Cllr Weightman
For	Cllr Follows	Against	Cllr Martin
For	Cllr Heagin	For	Cllr Williams
For	Cllr Hullah		

- b) Members to resolve to approve the budget for the financial year 2023/24.

The above motion was carried, and Members resolved to approve the budget for the financial year 2023/24 with the recorded vote as follows:

For	Cllr Adam	For	Cllr Kiehl
For	Cllr Ashworth	For	Cllr PMA Rivers
For	Cllr Boyle	For	Cllr PS Rivers
Against	Cllr Cosser	For	Cllr Steel
For	Cllr Crooks	For	Cllr Stubbs
For	Cllr Duce	For	Cllr Weightman
For	Cllr Follows	Against	Cllr Martin

For	Cllr Heagin	For	Cllr Williams
For	Cllr Hullah		

- c) Members resolved to approve a precept requirement of £1,041,644 for the financial year 2023/24, which represents a band D increase of £9.75 per annum (9.88%)

The above motion was carried, and Members resolved to recommend a precept requirement of £1,041,644 for the financial year 2023/24, which represents a band D increase of £9.75 per annum (9.88%) with the recorded vote as follows:

For	Cllr Adam	For	Cllr Kiehl
For	Cllr Ashworth	For	Cllr PMA Rivers
For	Cllr Boyle	For	Cllr PS Rivers
Against	Cllr Cosser	For	Cllr Steel
For	Cllr Crooks	For	Cllr Stubbs
For	Cllr Duce	For	Cllr Weightman
For	Cllr Follows	Against	Cllr Martin
For	Cllr Heagin	For	Cllr Williams
For	Cllr Hullah		

- d) Members noted budget forecast projections for period 2024/25 & 2025/26.

413. INCREASED NEIGHBOURHOOD CIL FUNDING FOR BUSBRIDGE JUNIOR SCHOOL MUGA PROJECT

Full Council resolved to agree an increase of the existing Neighbourhood Community Infrastructure Levy award to Busbridge Junior School relating to provision of a Multi-Use Games Area, from £60,000 to a total of £125,000, conditional upon the amount of funding being reduced by the equivalent amount of any money raised from other grant funding sources.

Full Council resolved to agree the revised letter of offer for the award of Neighbourhood CIL funding to Busbridge Junior School (attached to record minutes).

414. LEASE ARRANGEMENTS – GODALMING TOWN COUNCIL – NATIONAL TRUST

Members noted that following the decision of Full Council on 13 January 2022 to authorise the Town Clerk to arrange for the signing of the lease between Godalming Town Council and the National Trust and subsequent underleases to support the continuation of water sports activities at Godalming Wharf (Min No 432-21 refers), that the Common Seal of Godalming Town Council was affixed to the lease between Godalming Town Council and the National Trust, the licences to underlet between the National Trust, Godalming Town Council and the Trustees of the Godalming District Scouts and the Trustees of the Surrey County Scouts Council and the underleases between Godalming Town Council and the Trustees of the Godalming District Scouts and the Trustees of the Surrey County Scouts Council. As required by Standing Order 92 the seal was applied by the Town Clerk, with the deeds witnessed by The Town Mayor and Cllr Cosser as the second witness.

In doing so Godalming Town Council has secured the continuance of Scout canoeing activities at the Godalming Wharf for the next 20 years.

415. HEALTH & SAFETY TASK & FINISH GROUP REPORT

Members considered a report from the Health & Safety Task & Finish Group.

Members resolved to agree the appointment of a provider of an integrated Health & Safety management system for the Council on a 36-month contract term. Cost of service to be no more than £3,120 per annum. Members noted that this will be partially offset by savings within the training budget and that net cost to be funded from Professional Fees.

416. TOWN COUNCIL REPRESENTATION – GO GODALMING ASSOCIATION

Current Town Council representative on the Go Godalming Association is Cllr Heagin. Cllr Kiehl has volunteered to replace Cllr Heagin as the Council's representative.

Members approved the change in Town Council representation for the Go Godalming Association.

417. SEALING OF DOCUMENTS, ETC.

The following resolution was passed nem con.

THAT THE TOWN CLERK BE AUTHORISED TO SIGN OR WHERE APPROPRIATE, TO HAVE SEALED ON BEHALF OF THE TOWN COUNCIL ANY ORDERS, DEEDS OR DOCUMENTS NECESSARY TO GIVE EFFECT TO ANY OF THE MATTERS CONTAINED IN THE REPORTS RECEIVED AT THIS MEETING OR IN ANY RESOLUTION PASSED BY THE TOWN COUNCIL.

418. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 16 February 2023 at 7.00pm.

419. ANNOUNCEMENTS

There were no announcements.

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 22 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E LEGALLY PRIVILEGED INFORMATION ETC

420. FUTURE ARRANGEMENTS FOR MANAGEMENT OF EASHING AND NIGHTINGALE CEMETERIES

Members considered a confidential report from the Town Clerk for the arrangements for the future of the Godalming Joint Burial Committee and management of Eashing and Nightingale Cemeteries and resolved to agree the following recommendations contained within the report.

- Current and future residents living within the Parish of Busbridge will continue to be able to be buried within the existing Eashing and Nightingale cemeteries at the same cost as those residents living in the Parish of Godalming.
- In consideration for Busbridge Parish Council withdrawing from the Godalming Joint Burial Committee arrangements as provided under Sch 26. Para 4 of the LGA 1972 and the management of Eashing and Nightingale Cemeteries vesting solely with GTC, a disbursement from JBC reserves of £25,000 is to be paid to Busbridge Parish Council in full and final settlement.
- The disbursement sum to be paid within one calendar month of Busbridge Parish Council signing and returning to Godalming Town Council's solicitors the property transfer

documents for them to then register sole ownership of current Joint Burial Committee land and property in favour of Godalming Town Council at the Land Registry.

- GTC pay all reasonable and proper legal fees of both parties.